

Gatekeeper Training

General

An easy way to sign up for service 30 Days Sobriety needed; computer works best.

Makes the meeting run smoother and become involved in Virtual Sober Start

Work as a team with the other gatekeeper

Need to log on before 6:15 Eastern and make sure you are a co-host. Close and open chat (Don't use security)

We are inclusive and don't deny someone because of a funny name or age

Keeping the Meeting Running

Keep chat open during meeting to stay in touch with others running meeting. Monitor participants.

When you have to step away – notify the other Gate Keeper to cover for you

Bombers

Bombers that are removed are removed for 24 hours.

Look for a picture frame turning green or yellow, they are about to share

Click on the pictures 3 dots, not participants, as the picture is more stable

When removing a bomber take them out completely do not put them in the waiting room

Keep chat on to look for abusive chats and remove them from participants

When there is screen sharing turn off chat to see participants

Pinning potential bombers

Advanced Techniques

Muting all before meeting – Coordinate with chairperson – Bottom of participants "Mute All"

Unmuting at the end – Coordinate with chairperson – get out of chat & click 3 dots "Ask All to Unmute"

During sharing – person has trouble unmuting – go to their picture and in upper right "Ask To Unmute"

You can lower a person's hand by clicking in the picture

Pay attention to bombers names on other mtgs so you will recognize them easily (Ben Dover)

Look for open mics unmuting in participants and mute them (especially after day counts)

On Sunday during the meditation need to send a msg to the waiting room to let people in after meditation

Changing a person's name

During screen sharing exit full screen to see Participants